

**SPRING CITY BOROUGH COUNCIL MEETING
MAY 3, 2021**

CALL TO ORDER

President Shaner called the meeting to order and lead the pledge of allegiance to the Flag.

ATTENDANCE

Council members Bauman, Brown, Burns, Kern, Miskiewicz, Shaner and Sweeney were present, along with Mayor Dona Kern, Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, and Assistant Borough Manager Kisha Tyler.

APPROVAL OF THE APRIL 6, 2021 COUNCIL MEETING MINUTES

Motion made by Mr. Kern to approve the April 6, 2021 meeting minutes; motion seconded by Mr. Brown. All in favor, motion carried.

MAYOR

Mayor Kern proclaimed that discrimination and threatening behavior cannot be tolerated. She attended the "Breaking the Silence" rally to support victims from the American Asian Islander communities. Vandals spray-painted graffiti on the new police vehicle and garage doors at borough hall. Thanks to the quick response by Officer Deegan and the streets department, the graffiti was successfully removed. The Spring City Business Association held a fair on May 1st to showcase local businesses. Bells Across Pennsylvania honoring frontline workers was May 2nd. Mayor Kern is glad to be of assistance to members of the community who reach out to her with questions, concerns, opinions, and suggestions.

COMMUNICATIONS

1. Reminder that Financial Interest Statements for the year 2020 were due May 1st.
2. Thank You note from Library Board President, Terry McCarthy for the borough's support.
3. Email from John Tego that effective May 1, 2021 he will no longer be the fire chief at Liberty Fire Company. The new contact is Keith Bliss.
4. ARRO Consultants letter advising of Royersford Borough's submission for a PA DEP Chapter 105 Permit for improvements to convert their trestle bridge into a pedestrian bridge.

COMMITTEE REPORTS

Streets and Utilities: 105.8 tons of refuse was transported to the landfill, **23 bulk pickups**, and **14.7 tons of yard waste** was collected curbside in April. The streets department employees mowed and trimmed the grass on all borough properties; installed three (3) new flags along Main and Bridge Streets; and patched potholes on Vincent, Main and Wall Streets, and Schoolhouse Alley.

Ms. Tyler reported an issue with the recycling contractor, Eagle Disposal. She received numerous calls from residents who were told by the worker that they only pickup blue recycle bins. The supervisor was immediately contacted and advised that all recycling bins and

containers are to be collected, regardless of the color. They are returning on Tuesday. Mr. Rittenhouse recalled several instances of poor service by Eagle Disposal. Mr. Bauman mentioned having a heated exchange with the workers some time ago about his recycling container. Council directed the solicitor to communicate with Mr. Rittenhouse and to proceed with enforcement of the contract.

Sanitation and Surface Water: The monthly flow for April was **426,000 gallons per day**, with the maximum flow of 533,000 gallons occurring on April 1st. Plant operator, Steve Fegan performed all routine maintenance. LRM, Inc. calibrated the effluent flow meter. Controlex serviced a relay connector problem at the Heckle Avenue pump station. All plant operations are satisfactory, and we are meeting the testing permit parameters. Preliminary research was started to move forward with the proposed CIPP lining project this year as part of the yearly I&I maintenance work.

Police: No April report provided.

Police Committee: The committee met on April 15th. They discussed life insurance for Chief White, decals for the new police vehicle, auction of the decommissioned vehicle, parking tickets, and traffic enforcement. Chief White is still waiting for a response from PennDOT regarding a traffic mirror at Bridge and Main Streets, and from the East Pikeland police chief regarding the caution sign at Pikeland Avenue and Wall Street.

Mr. Sweeney asked about the vandalism and why council members weren't made aware of the incident. Ms. Miskiewicz said she was not aware of it either. Mayor Kern provided more detail, and assured council that there will be improved communication from the police department.

Zoning, Housing and Property: 16 permits were issued in April; total fees collected = \$2,465.00; estimated constructions costs = \$45,600.00

Mr. Rittenhouse advised council that a notice of violation for a nonconforming use was issued on April 30th. The property address was not disclosed to give the owner time to receive the notice and respond.

Parks and Recreation: The committee met April 15th. The group discussed the egg hunt and upcoming events. The borough-wide yard sale is set for May 22nd and 40 households have signed up as of this date. A list of addresses will be posted on the website on May 18th. Community Day is June 5th at Brown Street Park. The event will feature local community organizations, businesses, live music, petting zoo and food/beverage vendors. Lawn signs for the events have been ordered.

Emergency Services and Public Safety: Keith Bliss is the new contact at Liberty Fire Company.

Financial Reports: Posted.

APPROVAL OF THE REPORTS

Motion made by Mr. Burns to approve the reports as submitted; motion seconded by Mr. Sweeney. All in favor, motion carried. All reports are on file at borough hall.

UNFINISHED BUSINESS

1. Construction Easement for MS4 Stream Restoration at Yost Creek.

Mr. Hovey is awaiting receipt of the signed and notarized documents. The property owner made no request for compensation. The documents will be recorded, and the borough can move forward with the project.

2. CRP Grant for the Main Street and Yost Avenue Public Parking Improvements Project

Drew Sonntag received 2 proposals for the culvert assessment:

ARRO Consulting = \$2,850.00

Traffic Planning and Design = \$7,500.00 minimum up to \$15,000.00 maximum

Motion made by Mr. Kern to accept the proposal of ARRO Consulting in the amount of \$2,850.00 for the culvert assessment; motion seconded by Mr. Brown. All in favor, motion carried.

Mr. Sonntag gave an overview of the project sequence: 1) layout and grading; 2) a conceptual drawing; 3) resolve the culvert issue; 4) stormwater management; 5) review of the final plan by the County; 6) bids and then construction. The timeline for bids and construction are predicated by the culvert assessment. A fall bid is optimistic; January 2022 is more likely with construction in the spring. Mr. Sonntag also explained the details of the County and PA DCED grants for the \$1,000,000.00 project. Mr. Brown asked if the borough has the money to fund the entire project. Mr. Rittenhouse said yes.

3. Villages at Spring Hill Land Development

Mr. Hovey reported that the land development and financial security agreements were finalized; the NPDES permit was approved; HOA documents, stormwater management agreement, and the sewer agreements for the 10 lots with grinder pumps are forthcoming.

4. Hunsberger Tract Land Development

Mr. Hovey had no update for this project.

5. Bids for the Sale of the 2015 Dodge Charger Police Vehicle

The vehicle was advertised on MunicBid ending April 30th. The highest bid was \$11,800.00 by Abdul Ghaniwala of Chicago Motors.

Motion made by Mr. Bauman to accept the \$11,800.00 bid submitted by Abdul Ghaniwala for the 2015 Dodge Charger; motion seconded by Mr. Kern. All in favor, motion carried.

NEW BUSINESS

1. Appointment of a Zoning Hearing Board Solicitor

Mr. Hovey advised council that the Zoning Hearing Board is an independent review board that appoints their own solicitor, and that no action is required by council. He cited the Pennsylvania Municipalities Planning Code. Mr. Rittenhouse will coordinate with the ZHB.

2. Waiver of Section 5.03 of Park Code Ordinance No. 338 for Community Day – June 5th

Motion made by Mr. Kern to waive §5.03 of Park Code Ordinance No. 338 for Community Day activities on June 5th; motion seconded by Mr. Sweeney. All in favor, motion carried.

READING OF THE PAYMENT OF THE BILLS

General Account: (Office) Flexible Benefits Plans Inc. \$889.28; H.A. Berkheimer \$457.69; Action Data Services \$284.95; Verizon \$206.56; Provident \$20.62; Cigna \$91.20; Staples \$36.58; 21st Century Media \$276.75; Wolf, Baldwin \$765.00; Inter County Investigations \$2,900.00; AT&T \$74.76; **Total \$6,003.39.** **(Streets)** Flexible Benefits Plans Inc. \$3,384.95; CDI Lawn Equipment \$129.22; A.J. Blosenski \$7,903.25; T.P. Trailers \$959.55; Eagle Disposal \$5,549.44; CCSWA \$4,193.82; Limerick Hardware \$52.07; Little's \$51.09; Airgas USA \$28.86; Douglassville Quarry \$678.04; Provident \$20.61; PA American Water \$21.83; Wex Fleet \$211.46; Reilly Sweeping \$2,474.50; **Total \$25,658.69.** **(Police)** Flexible Benefits Plans Inc. \$3,943.43; Banner Life Insurance Co. \$106.20; PA American Water \$646.33; L&W Group \$352.00; AT&T \$248.72; Crystal Springs \$53.02; Verizon \$342.60; Provident \$26.10; Dotterer Auto Body \$6,030.35; deCordre Automotive \$703.77; Wex Fleet \$695.07; Genworth Life and Annuity \$600.00; Pizzico Signs \$450.00; **Total \$4,197.59.**

Sewer Account: Flexible Benefits Plans Inc. \$2,500.02; M.J. Reider Associates \$956.00; Wind River Environmental \$1,584.00; PA One Call System \$9.17; USALCO \$2,963.48; Crystal Springs \$34.25; PA American Water \$94.50; EEMA \$ 3,276.18; Verizon \$255.11; Limerick Hardware \$13.75; Provident \$30.21; Controlex Service Corp. \$480.00; A.J. Blosenski \$525.00; J.C. Ehrlich \$66.00; LRM Inc. \$449.75; Sigma Controls \$300.00; PECO \$2,622.24; W.C. Malden \$439.25; **Total \$16,568.91**

Street Light Fund: PECO \$4,670.30; **Total \$4,670.30**

Building & Property Fund: Denney Electric \$448.35; Crystal Springs \$43.78; **Total \$862.13**

Parks & Recreation Fund: Sleepy Hollow Farm \$997.50; Wolf, Baldwin \$435.00; **Total \$1,432.50**

Planning, Zoning & Housing Fund: EEMA \$320.00; Wolf, Baldwin \$1,035.00; Motley Associates \$4,372.40; **Total \$5,727.40**

CRP Grant Consulting: URDC \$2,520.00; **Total \$2,520.00**

Engineering & Consulting Fund: Motley & Associates \$636.00; **Total \$636.00**

Motion made by Mr. Burns to accept the bills for payment as submitted; motion seconded by Mr. Bauman. All in favor, motion carried.

ANNOUNCEMENTS

Mr. Shaner announced the following meetings: **Sewer Committee** 05-13-2021 at 6:30 pm; **Planning Commission** 05-19-2021 at 6:30 pm; **Park and Recreation Committee** 05-20-2021 at 6:00 pm; **Police Committee** 05-20-2021 at 6:30 pm; **Finance and Ordinance Committee** 05-26-2021 at 6:30 pm. The next **Borough Council** meeting is 06-07-2021 at 7:00 pm.

ADJOURNMENT

There being no further business, a motion was made by Mr. Kern to adjourn the meeting; motion seconded by Mr. Sweeney. All in favor, the meeting was adjourned.

Respectfully submitted by

Kisha Tyler, Assistant Borough Manager

FINANCIAL REPORT FOR THE MONTH OF
APRIL 2021

The following figures represent the balance in each Department as appropriated in the 2021 Budget.

<u>GENERAL GOVERNMENT</u>		<u>% UNSPENT</u>
General Government	\$ 139,637.77	65%
Protection to Persons and Property	\$ 314,846.10	65%
Planning, Zoning and Housing	\$ 227,865.46	94%
Streets and Highways	\$ 339,058.11	65%
Street Repaving	\$ 262,746.00	100%
Parks and Recreation	\$ 32,705.82	97%
Insurance	\$ 64,481.00	87%
Street Lighting	\$ 31,930.13	62%
Library	\$ 15,000.00	100%
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 1,941.11	92%
Building and Property	\$ 45,204.38	91%
1% Tax Collection	\$ 3,352.13	67%
OPT Tax Collection	\$ 241.61	97%
Workers' Compensation	\$ 32,687.00	95%
Engineering and Consulting	\$ 25,854.25	75%
CRP Grant Consulting	\$ 153,745.00	93%
CRP Grant	\$ 750,000.00	100%
Comprehensive Plan	\$ 60,000.00	100%
MS4 Project	\$1,050,000.00	100%
<u>SEWER ACCOUNT</u>	\$ 676,960.95	82%

This report reflects all wages and bills paid through April 30, 2021.

4/27/2021

Tax Collector's Monthly Report to Taxing District

Taxes Included: **SPRING CITY BOROUGH TAX / BOROUGH PER CAPITA / OCCUPATION TAX**

For The Month of : 3/30/2021 00:00:00 To 4/27/2021 23:59:59

	Municipal/County			School			Per Capita	Others	Totals
A. Collections	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$152,719.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,820.00	\$13,185.00	\$175,724.06
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$152,719.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,820.00	\$13,185.00	\$175,724.06
4. Less: Face Collections for the month	\$96,242.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,275.00	\$1,423.75	\$98,941.37
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$86.25	\$136.25
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$56,476.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,495.00	\$11,675.00	\$76,646.44
B. Reconciliation of Cash Collected									
9. Face Amount of Collections- Must agree with line 4	\$96,242.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,275.00	\$1,423.75	\$98,941.37
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$1,789.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.00	\$24.04	\$1,834.39
12.Total Cash Collected Per Column	\$94,453.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,254.00	\$1,399.71	
13.Total Cash Collected All Columns									\$97,106.98

C. Payments of Taxes

14.Amount Remitted During the Month

Date	Transaction #	Amount
03/30/2021		\$26,007.13
03/31/2021		\$51,771.93
04/11/2021		\$14,657.66
04/19/2021		\$4,661.26
		TOTAL \$97,097.98

15.Amount Paid with this report Applicable to this reporting Month

TOTAL

16. Total Remitted this Month

TOTAL

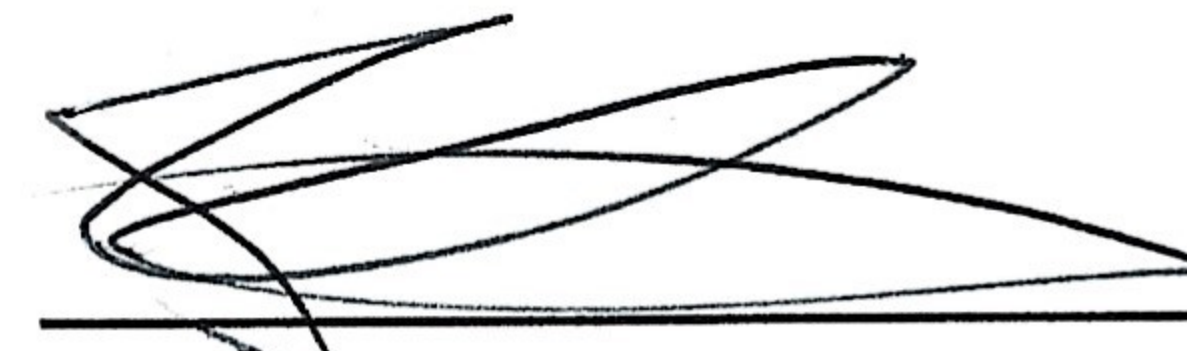
\$97,097.98

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

Taxing District Use (Optional)	
Carryover from Previous Month	
Amount Collected this Month	
Less Amount Paid This Month	
Ending Balance	



Tax Collector

4/27/21

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by(taxing district)

Donna Kottmann

Title:

MANAGER

Date:

5/3/21

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$98,941.37	\$0.00	
Discount Amount	\$1,834.39	\$0.00	
Penalties Amount	\$0.00	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$(9.00)	\$0.00	
Total Deposit (Including Refunds)			\$97,106.98
Adjusted Total Cash Collected			\$97,097.98
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics	Face Current	Disc/Pen Cur	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total
Face Amount Collected in Discount	\$91,694.89	\$1,834.39	\$0.00	\$0.00	\$91,694.89	\$1,834.39	\$89,860.50
Face Amount Collected in Face	\$7,246.48		\$0.00		\$7,246.48		\$7,246.48
Face Amount Collected in Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$97,106.98

Commission	Municipal/County		School			Per Capita	Others
	Current	Interim	Current	Interim	Interim/Other		
12. Total Cash Collected Per Column	\$ 94,453.27	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,254.00	
Commission Rate							
Monthly Commission per column							

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2021

GENERAL FUND

General Fund Receipts

Berkheimer Associates E.I.T.	\$ 16,993.61
Trash Collection Fees	\$ 29,961.64
Accident Reports	\$ 75.00
Bulk Pickups	\$ 510.00
Building Permits	\$ 2,465.00
Berkheimer OPT	\$ 264.17
Realty Transfer Tax	\$ 1,548.40
Local Fines	\$ 771.38
County Fines	\$ 177.38
Leased Dwelling Fees	\$ 323.50
U&O Inspections	\$ 100.00
Trash Certs	\$ 100.00
Dumpster Permits	\$ 200.00
Taxes	\$ 1,467.91
Parking Tickets	\$ 35.00
Comcast Franchise Fee	\$ 54,069.90
Sub/LD Escrow Fees	\$ 17,514.50

Total Deposits to General Fund \$126,577.39

Withdrawals:

By Orders #30176 – 30219
#15628 – 15668

\$151,133.59

Intra Fund Transfer

\$ 0.00

Balance on Account – Checking

\$ 73,515.86

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2021

SEWER FUND

Sewer Receipts

Sewer Rents	\$63,787.99
Sewer Certs	\$ 70.00
Liens – Costs	\$ 36.00
Liens – Penalty	\$ 46.20
Liens – Interest	\$ 928.20
Liens – Attorney Fees	\$ 250.00

Total Deposits

\$65,118.39

Withdrawals:

By Orders #8761 – 8778
 #22297 – 22311

\$38,531.58

Intra Fund Transfer

\$ 0.00

Balance on Account

\$73,020.63

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Respectfully submitted,

Dennis Rittenhouse